

Minutes of the
Mid-Wisconsin Federated Library System
Board of Trustees Meeting
Tuesday, November 25, 2014

The regular meeting of the MWFLS Board of Trustees was called to order at 6:02 p.m. at Mid-Wisconsin Federated Library System, 112 Clinton Street, Horicon, Wisconsin. Jane Colwin, Chair called the meeting to order.

ROLL CALL

MEMBERS PRESENT: Jane Colwin, Polly Edgar, Geri Feucht, Richard Greshay (left at 6:40 p.m.), Cindy Helt, Gary Morgenstern, Doug Rakowski, Sue Smith, William von Rohr, and Audrey Wolter.

MEMBERS ABSENT: Paul Ustruck

MEMBERS EXCUSED: Mark Hanson, Dwayne Morris, Ruth Schmitt.

MWFLS STAFF: Sue Cantrell, Dustin Foust, Jackie Jacak.

GUESTS PRESENT: Amy Becker, Art Biermeier, Mike Gelhausen, Candy Graulich, Kelli Mountford.

CORRESPONDENCE

Colwin reviewed two letters that were provided in the November 25, 2014 board packet.

The first letter was sent from Dwight Foster Public Library (DFPL). The letter discusses the relationship between DFPL and MWFLS. It also discusses concerns the DFPL Board has on various decisions which have been made by MWFLS.

The second letter sent from Irvin L. Young Memorial Library. Their letter addressed concerns in regard to increased automation cost placed upon their library.

Both letters were discussed among the MWFLS board members. Colwin noted that she has drafted a response letter.

Colwin requested that the agenda be amended and this item be added to new business, so it can be discussed further.

PUBLIC COMMENT

Gelhausen, Director of Jack Russell Memorial Library, Hartford announced he will be retiring January 3, 2015. Perzan, Youth Librarian Assistant Director, will be the interim director. The board wished Gelhausen the best of luck in his retirement years.

APPROVAL OF AGENDA

It was moved by Smith and seconded by Greshay to approve the agenda with moving correspondence items A/B down to new business. Motion carried by voice vote, all in favor.

MINUTES

Minutes were approved as printed.

FINANCIAL REPORTS

It was moved by Smith and seconded by Rakowski to approve payment of September/October Computer Checks in the amount of \$172,481.46 and Manual Checks in the amount of \$893.95 and director requested reimbursement of \$43.68 for a total of \$173,419.09. Motion carried by roll call vote, all in favor.

OPERATIONS REPORT

Director's Report

- Cantrell updated the board in regard to the heating and cooling problems of the building. The AC unit will be installed in the spring of 2015. At the start of the heating season, the system was having some failures. Quality Service Control had to come out twice and worked on the unit. At this time, it seems to be working good.

Director's Council

- Cantrell has asked the director of L.D. Fargo Public Library, Lake Mills to be the Director's Council liaison for 2015. Saylor did accept the appointment.

Technology Report

- Foust updated the board in regard to the trio go-live on November 20th. He noted, the day went fairly well and was pleased with the process. The techs are now working on some glitches that have come up. Foust feels the system is 85% functional. Cantrell and Foust will continue to work with SirsiDynix on issues. Colwin thanked Cantrell, Foust, and Busch for their time and dedication to this project.
- Rakowski, questioned how the SVA product was missed being added into the contract. Cantrell informed the board in the old contract SVA was not included, so during negotiations it was missed. Rakowski noted that by not having SVA it will cost West Bend Community Memorial Library staff time, which in turn will cost them money. Several board members questioned what the timeframe is of the new Talking Tech product. Foust and Cantrell are still waiting for a report to be generated from SirsiDynix to add the Talking Tech. Once they receive the report, it should be set up shortly thereafter. Foust felt Talking Tech should be ready to go by mid-December.

UNFINISHED BUSINESS

Update on trio

- No further information was provided.

NEW BUSINESS

Review and Approval of 5 Year Technology Plan

- Cantrell requested an extension from DPI, but the State denied the request.
- The plan can be modified and changed over time. Rakowski suggested that the plan be submitted as presented and tweaked if needed. Colwin agreed.
- Cantrell reviewed several of the items included in the plan are based on the SIRLAAW recommendations and the new trio Participation Agreement.

It was moved by Edgar and seconded by Wolter that the MWFLS Board of Trustees approve the five year technology plan as presented. Motion carried by voice vote, all in favor.

Nominating Committee Presented by Board President

- Colwin selected Feucht, von Rohr, and Rakowski for the 2015 Nominating Committee.

Request that the Board Considering Closing the System Office 12-26-14

- Rakowski questioned if it should be worded as a day off with pay or a holiday? Colwin noted it is a matter of semantics. The group agreed to call it a day off with pay.
- After a brief discussion, the board felt it was a good decision to recognize the hard work of staff in 2015 due to the trio upgrade.

It was moved by Edgar and seconded by Morgenstern that the MWFLS Board of Trustees agree to close the MWFLS System office December 26, 2014, as a day off with pay. Motion carried by roll call vote, 8 ayes, 1 no, 1 not present. Motion carried.

Review 2015 Board Meeting Dates

The board will meet the following dates in 2015:

January 27, 2015	February 24, 2015	April 28, 2015
June 30, 2015	July 28, 2015	September 29, 2015
November 25, 2015		

Review of Trustees' Stipends for 2015

- This agenda item was requested by MWFLS trustee Feucht.
- Feucht explained to the MWFLS board members that she knows the \$27.00 stipend is legal, but feels it is a conflict of interest since the board sets and determines the amount each year during the budget process.
- Feucht will no longer be accepting her stipend and hopes other board members would follow as well.
- Colwin, noted during the 2016 budget process this item can be discussed again.

Discuss and Review Correspondence

- As discussed during correspondence, Colwin put together a draft letter to send to Whitewater and Fort Atkinson library boards. In the letter, Colwin included a sentence stating "the MWFLS Board supports the director's actions in this matter", which is referring to SVA not being included in the current SirsiDynix contract. Colwin took a straw poll to see if the board was in support of such a statement. 8 supported, 1 opposed. Colwin felt this item needed to be addressed since DFPL felt this information was deliberately withheld. As Cantrell explained, SVA was not included in the contract since it was not in the previous contract. Edgar questioned when Cantrell found out SVA was not included. Cantrell found out in August. During this time Cantrell and Foust were looking for a solution. Once they had a solution in place, they then presented to the full Director's Council group.
- Colwin will put together a final draft letter and send it to the entire MWFLS trustee's via e-mail for final comment. Colwin reminded board members that if they have comments to directly e-mail her and not hit reply all, this would violate open meetings law. After review by the MWFLS trustees, she will send to the prospective libraries.

ADOPT NEXT MEETING DATE & ADJOURNMENT

Next regular meeting will be Tuesday, January 27, 2015 at 6:00p.m at Mid-Wisconsin Federated Library System, 112 Clinton Street, Horicon, Wisconsin.

It was moved by Feucht and seconded by Rakowski to adjourn the meeting at 7:22.

Respectfully Submitted,
Jackie Jacak, Recording Secretary